

SECRET

FILED: Records
RECORDS MANAGEMENT DIVISION

3 August 1954

VIA : Chief, RI
(1) DD/P Admin.
(2) Chief, FI
Chief, Records Management Division
Management Staff, DD/A

Implementation of Notice dated 14 July 1954

1. As agreed in a meeting of representatives of RI and the Records Management Division on 28 July 1954, the completion of one (1) Form 31 by RI for all of DD/P will be sufficient since all

25X1

3. Since records reflecting the exact quantities of film received and consumed during fiscal year 1954 are not available, it was agreed that Schedule B would contain estimated figures only.

25X1

25X1

RMD/RS

25X1

SECRET

Next 2 Page(s) In Document Exempt